
Dr. May Lee Moua-Vue

Student affairs professional seeking opportunities to develop, foster, and enhance campus internationalization through effective leadership and initiatives.

- Versatile international educator with comprehensive background in international student and scholar services, international student engagement and cultural programs, international admission and recruitment, and education abroad.
- Collaborative and innovative leader, developing effective policies and best practices with a student-centered approach.
- Excellent with grant writing, program development, process improvement, and program assessment.

Global Education Work Experience

Director, Center for International Education (CIE)

Southwest Minnesota State University (SMSU)

January 2020 – Present

- Oversee all aspects of international education including international student services, study abroad, international partnership and agreements, international admission and recruitment, and cultural programs for the campus community.
- Supervise the office budget and the center, including the Assistant Director, office manager, two graduate assistants, and student workers.
- Serve as the PDSO and liaison to various US government agencies such as the Department of Homeland Security (DHS), the Department of State, USCIS (United States Citizen & Immigration Services), and other entities to oversee the visa statuses of international students and scholars and to ensure university compliance to US federal regulations and to the US DHS.
- Oversee all orientations and new student activities for new international students & scholars.
- Provide student success coaching to international students and oversee all international student crises and emergencies.
- Collaborate and liaise with various campus offices and community partners to provide support for international students including Academic Appeals Committee, Counseling Services, Dean of Student's crisis intervention, Career Services, and Student Success Coaching.
- Oversee international exchange programs and institutional agreements with foreign partner universities.
- Promote and manage all aspects of study abroad services.

Education

EdD - Doctorate in Educational Leadership

Northern Kentucky University
August 2017

MS - Education

Adult Ed & Higher Ed Admin
University of WI-Platteville
August 2001

BS - Business Administration
University of WI-Platteville
May 2000

Strengths

Strategic | Analytic | Futuristic |
Relator | Responsibility

Knowledge & Competencies

- Experienced in student crisis advising and emergencies
- Student success coaching and advising
- Skilled in program development and implementing high impact programs
- Professional expertise in intercultural development

- Create and establish study abroad processes and advising.
- Founded the campus wide committee to review and process faculty led programs (FLP) to take students abroad.
- Implement and streamline international admission and recruitment, creating efficiencies and productivity to process over 2,000 applications annually.
- Recruited second largest incoming international student group in last seven years and contributed to SMSU's enrollment growth.
- Advance *pro-active* admission strategies to recruit more international students including on-boarding and training international agents to recruit globally and breaking into new market territories.
- Establish new cultural programs to foster a welcoming and inclusive campus, promoting cross cultural awareness and appreciation
 - Weekly International Coffee Hours
 - Taste of Cultures
 - International Gala
 - WorldFest (a regional event with various community stakeholders, attracting over 1,500 attendees)
 - Global Ambassadors (a leadership program of selected student volunteers to assist new international students during their first year)

Assistant Director, International Student & Scholar Services (ISSS)

Xavier University

December 2013 – December 2019

- Oversaw international student and scholar non-immigration advising.
- Entrusted with federal permissions (PDSO, RO) to create certified documentations and grant academic/work permissions in accordance with the F and J visa regulations.
- Managed all aspects of the ISSS office budget.
- Managed and supervised International Advisor, student assistants, and peer advisors.
- Implemented policies and best practices for ISSS.
- Managed and oversaw orientations and activities for new international students & scholars.
- Developed and facilitated educational programming for internationals and U.S. students, staff and faculty, and the community, which includes training sessions related to international students & scholars, intercultural communication, and customized professional trainings.
- Collaborated and liaised with various campus offices and community partners to provide support for international students and scholars at Xavier University including sitting on the Dean of Student's Conduct Board.

Campus & Community Service

- Chair the SAGE (Study Abroad and Global Engagement Committee) Chair (Present)
- Academic Appeals Committee (Present)
- Visit Marshall Board of Trustees (2021-Present)
- Vue National Association (VNA) Board of Director (2020-2023)
- Xavier University Board of Conduct member (2014-2019)
- Xavier University's Bias and Advisory Response Team (BART) member (2014-2018)
- Xavier University student affairs assessment committee member (2014-2018)
- UW-Madison Committee on Campus Climate & Diversity (2010)
- Advised ASIA (Asian & American Students in Action) student club (2017-2019)
- Student Personnel Association (SPA) UW-Madison (2001-2013)
 - Served on Exec Board (2004-2006)
 - Led Book Club (2004)
 - Presented at SPA conferences "Communications Across the Cultural Divide" and NACIREMA

- Provided student success coaching for international students.
- Assisted with student success coaching for Nursing students.
- Oversaw the successful implementation and management of Sunapsis, an international student case-management software system.
- Assessed program goals, objectives, and student learning outcomes.
- Provided success coaching and mentoring to international students and other student leaders.
- Oversaw international exchange programs
- Developed and taught a hybrid study abroad immersive learning course for students who are studying abroad.

Senior Student Services Coordinator

International Student Services (ISS), University of WI-Madison

February 2012 – November 2013

- Advised international students and the community on student visa regulations as well as create documentation in accordance with the F and J visa regulations.
- Fostered a supportive living-learning-working environment for international students through guidance and programming on academic, social, cultural, personal, professional and visa matters.
- Engaged in policy analysis and establishment of campus and office procedures to adapt to changing student needs and regulatory demands, while advocating on behalf of international students and international education.
- Managed and oversaw all orientations and activities for new international students.
- Developed and facilitated educational programming for international and U.S. students, staff and faculty, and the community which includes training sessions related to international students, intercultural communication, and specialized professional trainings as requested.
- Managed all aspects of the BRIDGE International Friendship Program overseeing an annual budget of \$40,110.
- Coordinated and oversaw 300+ participants in the BRIDGE program annually.
- Supervised, trained and hired student employees.
- Supervised and managed two professional staff.
- Established, monitored and assessed program goals, mission, vision, budget and student learning outcomes.
- Served as liaison to and advocated for campus and community organizations: Multicultural Student Center, UW-Housing, and GUTS (a student run peer tutoring program).

Awards & Recognition

- MN/IA Campus Compact Award Recipient at SMSU (2022), Civic Engagement Leadership
- Recipient of over 12 grants for program development and professional development
- Nominated students and colleagues for awards and scholarships: the SPA Social Justice Award (2010), Dean of Student WI Experience Award (2008), SPA Campus Impact award (2005), Chancellors Award for Classified Employees (2004), Antonio Johnson full tuition scholarship (2015, 2017, 20018)
- Recipient of the UW-Madison Women of Color Award (2009)
- Recipient of the Dr. Brenda Pfahler Award (2008) by student
- UW-Madison SPA Campus Award (2004)
- Outstanding Minority Recruitment (2001) from UW-Platteville's Chancellor

Student Services Coordinator

*International Student Services (ISS), University of WI-Madison
May 2005 – February 2012*

- Advised international students and the community on student visa regulations as well as create documentation in accordance with the F and J visa regulations.
- Created and developed programs for and about international students.
- Developed and facilitated educational programming for international and U.S. students, staff and faculty, and the community, not limited to: *Intercultural Leadership Workshop, Dinner & Dialogue: The Differences & Similarities Between U.S. Students of Color and International Student, Academic Issues: Tips for Succeeding in a US Classroom, Thriving and Surviving at UW-Madison: A Transitional Lunch Series, and Getting Connected on Campus.*
- Managed all aspects of the BRIDGE International Friendship Program.
- Supervised, trained and hired student employees.
- Established, monitored and assessed program goals, mission, vision, budget and student learning outcomes.
- Acted as liaison to and advocate for campus and community organizations: Multicultural Student Center, UW-Housing, College of L&S, Office of International Admissions, L&S Advisor Consortium, Madison Friends of International Students and GUTS (a student run peer tutoring program).

Associate Advisor/Advisor

*International Student Services (ISS), University of WI-Madison
September 2001 – April 2005*

- Advised and oriented international students along with campus community on F-1/J-1 regulations.
- Reviewed and processed F-1/J-1 documentation.
- Provided mentoring and training for new colleagues.
- Advocated for issues of social justice and diversity.
- Implemented and assisted in development of campus activities for and involving international students.
- Presented F-1/J-1 non-immigration workshops and on-going orientation sessions for international students.
- Served as liaison to the L&S Advisor Consortium, Office of International Admissions, and Multicultural Student Center.
- Co-Edited of the ISS Bytes bi-weekly newsletter for all international students.
- Coordinated semester ISS Orientation Welcome Reception.
- Campaigned for over \$700 in donations from campus-area businesses for door prizes.

Publication

NAFSA Research Symposium Series
Volume 3, May 24 2019
Co-Authored with Dr. James
Koschorek

*The International Student
Experience & Engagement Mode
(ISEE): A Framework for Best
Practices and Support Founded
Through Grounded Theory*

Professional Affiliations & Memberships

- NAFSA: Association of International Educators (active member since 2001)
 - Trainer Corp (led trainings), since 2012; trained new International Student & Scholar Advisors nationally
 - Led training for *Fundamentals of Intercultural Communications*, Regional V NASFA Conference (2011)
 - Facilitated and led numerous conference sessions and workshops to train new international educators as needed

- Implemented and managed the BRIDGE: International Friendship Program.
- Prepared and the annual final report for BRIDGE.
- Assessed and evaluated the BRIDGE program.
- Updated and reviewed program information and marketing materials.
- Supervised and coached BRIDGE Program Assistants.

Graduate Intern

*International Student Services (ISS), University of WI-Madison
May 2001 – August 2001*

- Established and coordinated the first ISS Orientation Welcome Reception for new international students.
- Brought together student leaders for an international student organization fair.
- Campaigned for over \$200 donations from campus-area businesses for Welcome Reception.
- Attended ISS & SOAR orientations and assisted in setting up.
- Volunteered as a guide to assist new international students.

Graduate Assistant

*School of Education Office, University of WI-Platteville
August 2000 – May 2001*

- Assisted Dean of Admission and Director School of Education with minority student recruitment.
- Conducted survey analysis for UW-Platteville's MSE program to assist in the restructuring of the program.
- Created marketing plan and performed new student recruitment for the University to include traveling to different high schools throughout the state of Wisconsin and hosting prospective students while visiting campus.
- Evaluated the job duties and responsibilities of an entry-level position in student services.
- Served on committees and assisted in analyzing the UW-Platteville's Plan 2008.

Professional Trainings & Presentations

- NAFSA Conference, poster Chair for *International Student Engagement: Best Practices for Support & Integration* (2017, 2019)
- NAFSA Research Symposium, Presenter for *The ISEE Model: A Framework for Best Practices & Support* (2018)
- NAFSA Conference, Co-Presenter for *International Student Advising: Bending Over Without Breaking Your Back* (2017)
- NAFSA Conference, Co-Trainer for *F-1 for Beginners* (2015)
- NAFSA Conference, Presenter for *The Journey Home: Assisting International Students with Re-Entry* (2014)
- NAFSA Conference, Lead Trainer for *F-1 for Beginners*(2014)
- Xavier University, Presented *Cultural Adjustment 101* workshop (2014, 2015, 2016, 2017, 2018, 2019)
- Xavier University, Presented *Journey Home* workshop (2014, 2015, 2016, 2017, 2018)
- Xavier's Leadership at Lunch, Presenter for *Speaking of Success* (2014)
- Xavier University, Lead Facilitator for the *Cross-Cultural Retreat* (2014, 2016, 2018)
- NAFSA Conference, Co-Trainer of *F-1 Student Advising for Beginners*
- NAFSA Conference, Lead Trainer for *Fundamentals of Intercultural Communications*
- NAFSA Conference, Poster Presenter for *Internationalizing the Curriculum and Campus*.
- US DOS Bureau of Educational and Cultural Affairs Fulbright Foreign Language TA Orientation (Madison, WI). Presented *Understanding the US Classroom Culture & Adjusting to Life in the U.S.* (2008 & 2009)
- International Educators (WAIE) Conference, *NAFSA Goes to Hollywood: Using Films & Media to Teach Intercultural Communication* (2008)
- UW-Madison, Presented *Understanding the Developmental Model of Intercultural Sensitivity (DMIS)*. (2004)
- Presented the *Working with International Students* workshop for campus faculty & staff.